CURRICULUM VITAE

MEER MUTAHAR HUSSAIN
Civil Engineer
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Career Objective:

Career Development and growth through employment with the company.
Application of skills through result oriented and innovative working.
Continuous personal development through new skills building and learning.
To find a stable and challenging long-term position that will allow me to increase my standing within the engineering and standards communities.

Educational Qualification:

B. Tech in Civil Engineering from JNTU-H University
Intermediate from Board of Intermediate Education, Telangana., INDIA.
Secondary School Certificate from Board of Secondary Education, Telangana, INDIA

Professional Profile:

Civil Engineer with expertise in the field of Site Work, project co-ordination & execution of Quantity Survey works. Having about 9 years of practical experience in various projects like Residential, Commercial Buildings and Villas. Experience diagnosing & resolving technical/customer inquiries, including e-commerce & project management, as well working directly with customers in a consulting capacity.

Work Experience:

Project-4

Position : Project Engineer (Feb, 2018 to Till Date).

Project : RESIDENTIAL & COMMERCIAL BUILDING, VILLAS.

Company : Eng. ADNAN SAFFARINI Architects & Engineering

Facility Management.

Job Responsibilities/Facility Management

- Manage capital planning assessments for related services in real estate life cycle & property management.
- Coordinate all project-related information to program manager on project-by-project basis.
- Ensure completion of facility condition assessments (FCA) for readily accessible & visible major building systems, structure & foundation, representative interiors, common areas, exterior walls, windows, flat roofs, low sloped roofs &pavement.
- Evaluate pertinent property records as furnished by client & other property contract.
- Analyse repair & improvement costs incurred by tenants & ownership, as well as others documents, such as occupancy, maintenance report & logs, elevator safety inspection report, Building & fire Department inspection reports, & warranty information.
- Roof, façade exterior, elevator, window replacements.
- Present monthly management report including updates on administrative items, financial situations & facility condition assessments.
- Utilized my management skills to train, motivate & empower my staff to reach their goals & those of property, such as doorman, maintenances staff/building engineer.
- Maintain community appearance & ensure repair are noted & completed on timely basis.
- Generated inspection report with photographs, which were submitted to the company server.
- Ensure compliance of all contracts & work assignments for capital projects with company policies & procedures.

Project-3

Position : Project Engineer (Aug, 2016 to Feb, 2018).

Project : G+6P+7 H.C+17Typ (RES & COMM BUILDING).

Company : BUSET Contracting & General Transport Co L.L.C.

Client : Mr. Abdulla Rashed Mohd Ali Bakhit Alfalasi.

Management Consultant : Eng. Adnan Saffarini Consultants, UAE.

Location : Al Nahda First - Dubai, UAE.

Project-2

Position : Civil Site Engineer (April, 2015 to Aug, 2016).

Project : 2B + G + 2F (COMMERCIAL BUILDING).

Company : BUSET Contracting & General Transport Co L.L.C.

Client : Mr. Abdul Nabi Hassan Safar Alsaraf.

Management Consultant : Bel-Yoahah Architectural & Eng. Consultants, UAE.

Location : Umm Al-Sheif - Dubai, UAE.

Project -1

Position : Site Engineer / Quantity Surveyor Engineer (July, 2012 to Sep, 2014) Company : Nagarjuna Construction Company LTD.

Location : Hyderabad,

Projects : G+3 Residential Building, Hi-Tech City, Hyd, India.

24 Group of luxurious villas, Gachibowli, Hyd, India.

Olivia Hospital, Jubilee hills, Hyd India.

Business Centre, Banjara hills, Hyd, India.

Job Responsibilities

- Individual handling of the project including planning, execution and monitoring with the project staff for the outputs, quality and safety aspects.
- Prepare Scope of work, study reports and specifications.
- Check Civil/Structural Drawings of structures engineered by other Civil/Structural team members.

- Coordinate with other disciplines on design related matters, Liaise with Projects department on anticipated potential problems with Civil/Structural team.
- Review provide inputs /comments on other discipline, Vendor & shop drawings/documents.
- Reviewing the Sub-contractor's prequalification documents, material submittals, method statements, technical documents, shop drawings, etc.
- Coordinate with the consultant regarding changes made on the plan.
- Execution of site work as per approved shop drawings and details.
- Make ensure that all the materials used are according to the specifications.
- Co-ordination for MEP Services involved in the project.
- Monitor the progress of work with respect to the Construction base line program.
- Site inspection for civil works, which includes structural & finishing works and ensure that the work is as per the Project Specifications and issued for construction drawing/ final approved drawings from authorities.
- Monitor quality issues arising on the project and take action as necessary in a proactive matter.
- Inspection of the materials upon receipt in the store.
- Preparing Bill of Quantities of the project.
- Inquiry of quotation from Sub-Contractors and Suppliers.
- Preparing running bills for the sub-contractors.
- Coordinate Project Manager and consultant for commencement of the works and in the implementation of projects as to technical aspects of plans and cost estimates.
- To indent well in advance for the material required for execution of the work.
- Maintaining the quality of material.
- I will use my knowledge as well as background of assure clients that the structure has been constructed in the most secure and a robust way.
- Estimating the construction material, planning the construction activities well in advance, preparing the schedule for the work to be done and last but not least, avoiding overhead costs.
- Performed all tasks and obligations and undertake responsibilities of a Quantity Surveyor in
  line with all pertinent standards.
- Take-off quantities for the varied works, preparation and submission of cost proposals for

  the varied works.
- Allocating work to subcontractor.
- Developing strong relationships with the clients and sub-contractors.

- Providing advice and guidance to staff in the preparation and presentation of works.
- Attending weekly progress meetings with Client, consultant, sub-contractors and suppliers.
- To ensure that safety norms are adhered to by the labors.
- Control and follow the safety requirements in safe work of the workers during execution of the project on the site.
- Following the safety rules and regulations.

Technical Qualification:

- **Diploma in QUANTITY SURVEY**
- **Diploma in AUTO CAD**
- **Civil Designing**

Computer Proficiency:

- Operating Systems: Windows 2003 NT4 (98, 2000, XP, Vista, Windows 8)
- Office Tools.(Word, Excel and PowerPoint)
- Internet Surfing Knowledge.

Achievements:

- Achieved first position in paper presentation of ADSOPHOS event. Event organizer for Robotics, ADSOPHOS in 2011.

Special Strengths:

- Positive Attitude.
- Good grasping ability.
- Patience.
- Self-oriented working.
- Keen observation.

Personal Details:

Full Name : Meer Mutahar Hussain.
Father Name : Meer Mazhar Hussain.
Date of Birth : 20th Feb, 1990.
Sex : Male.
Marital Status : Married.
Number of Dependent: 5
Religion : Muslim.
Nationality : Indian.
Mother Tongue : Urdu.
Languages Known : English, Hindi, Urdu & Telugu.

Visa Status : Employment Visa.
Driving License : Driving License Number 63588765 (Issued at UAE. Valid up to 02/08/2026)

PASSPORT DETAILS

Passport No : K2572934
Place of Issue : Hyderabad
Date of Issue : 22-02-2012
Date of Expiry : 21-02-2022

Declaration:

I consider myself familiar with my skills & I am also confident of my ability to work in your organization. I hereby declare that the information furnished above is true to the best of my knowledge.

(MEER MUTAHAR HUSSAIN)